



DEPARTMENTS OF THE ARMY AND AIR FORCE
JOINT FORCE HEADQUARTERS, MISSISSIPPI NATIONAL GUARD
THE ADJUTANT GENERAL'S OFFICE
POST OFFICE BOX 5027
JACKSON, MISSISSIPPI 39296-5027

JFH-MS-HR

10 April 2013

SUBJECT: Title 10 Tour Announcement - 2 year One Time Occasional Tour (OTOT) at NGB in the grade of O3

1. The Mississippi Army National Guard is seeking applications from highly qualified MSARNG commissioned officers in the grade of CPT/O3 to serve on a one time occasional tour at National Guard Bureau. Initial tour length is two years. This is a one-time tour and does not constitute entry into the career AGR program. Applications must be received **NLT 26 April 2013.**

3. Brief description of duties: Officers develop and implement policies and programs that serve to build and sustain combat readiness in the Army National Guard. Officers represent the National Guard Bureau at Department of Defense (DoD), Headquarters Department of the Army, and State committees, meetings and briefings regarding ARNG policies, procedures and functions. Officers project requirements, develop capabilities, and plan, program, and manage ARNG staff actions. Officers are responsible to develop, integrate, and implement the Army National Guard's plans and policies.

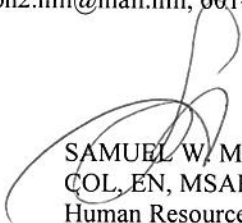
4. Qualifications:

- a. Grade: O3/CPT
- b. Service: Minimum of four years commissioned service including a minimum of 2 years ARNG service.
- c. Command Experience: A minimum of 18 months of successful company command is preferred.
- d. Civilian Education: Officer selected will hold at least a Bachelor's Degree. (no waiver authorized)
- e. Military Education: Officer selected will have completed Captains Career Course (CCC)

5. Application Instructions: All applications must be submitted to Military Department, State of Mississippi, ATTN: JFH-MS-HR, P O Box 5027, Jackson, MS 39296-5027 via USPS **OR** if ground delivery is used (UPS or FedEx) 1410 Riverside Drive, Jackson, MS 39202-1237, and must be received no later than 1630 hours on closing date. Faxed applications or applications submitted using Official Indicia Mail will not be considered. Applicants must submit the following forms **FILED IN ORDER OF LISTING:**

- 1. ___ NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position ***signed and dated*** (Place a valid email address in the Name Block)
- 2. ___ ORB – Certified Copy and signed by applicant
- 3. ___ DA FORMs 67-9: Last three years consecutive OERs
- 4. ___ DA FORM 705: Last two consecutive APFT scores, most recent within 12 months
- 5. ___ Ht/Wt statement with DA Form 5500-R/5501-R (dated August 2006) if applicable, both forms must indicate authorized maximum weight allowed and Soldier's actual weight.
- 6. ___ Copy of ***MOST RECENT*** DA 3349 (Profile) if applicable
- 7. ___ Copy of ***MOST RECENT*** MEDPROS Individual Medical Readiness Record (PULHES must be notated)
- 8. ___ A current copy of Retirement Point Accounting System (RPAS Statement)

6. Point of contact is LTC David Barton, william.d.barton2.mil@mail.mil, 601-313-6341.


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COL, EN, MSARNG
Human Resource Officer